



Dear Applicant and/or Designated Representative,

Thank you for your inquiry regarding our Schedule Short Term Care Program (SSTC, also known as Respite).

Our current rate is \$335.00 plus 6% New York State Surcharge.

On our website, you'll find Respite Admissions Documents that must be completed and returned.

In addition, a copy of the following items MUST be included along with the application and fee:

Medicare Card

_____ Medicaid Card

Social Security Card

All other health insurance cards

Power of Attorney

If you have any established Advance Directives (i.e. Living Will, Health Care Proxy, Do Not Resuscitate, etc.), please be sure to enclose a copy.

All applicants desiring admission into our SSTC Program must be screened to assure that we can meet their health care needs. Therefore, to assure that a complete and appropriate assessment of your health care needs is done, the following items MUST be submitted before eligibility for admission is determined:

1. Patient Review Instrument (PRI) and Screen – To obtain these required documents, you may contact a visiting nurse, the County Department of Social Services, the County Department of Health, or a certified home care agency.
2. Physician's Report and Orders – This form is particularly important, and must be submitted to your physician for completion and returned to our facility.

ALL of the above information is required one week prior to admission into our program. Once we receive the above information, we will contact you to make an appointment for both the primary care giver and client to come in for a required tour and interview before admission. If you would like to schedule your tour or have any questions, please contact me at 724-3323 or daurioc@daughtersofSarah.org.

I look forward to meeting you and helping you make decisions regarding how best to meet your health care needs.

Sincerely,
Crystal Daurio, LPN
Admission Coordinator